

1 BILL NO. S-91-04-19

2 SPECIAL ORDINANCE NO. S-107-91.

3 AN ORDINANCE approving the awarding of
4 Reference #0225 by the City of Fort
5 Wayne, Indiana, by and through its
6 Department of Purchasing and KORTE PAPER
7 for the Office Services Department.

8 NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF
9 THE CITY OF FORT WAYNE, INDIANA;

10 SECTION 1. That Reference #0225 between the City of
11 Fort Wayne, by and through its Department of Purchasing and
12 KORTE PAPER for the Office Services Department, respectfully
13 for:


14 the purchase of #7-3/4 printed window
15 envelopes for the Office Services
16 Department;

17 involving a total cost of Ten Thousand Nine Hundred
18 Seventeen and no/100+/- Dollars (\$10,917.00+/-), all as more
19 particularly set forth in said Reference #0225 which is on
20 file in the Office of the Department of Purchasing, and is
21 by reference incorporated herein, made a part hereof, and is
22 hereby in all things ratified, confirmed and approved.

23 SECTION 2. That this Ordinance shall be in full force
24 and effect from and after its passage and any and all
25 necessary approval by the Mayor.

26 
Councilmember

27 APPROVED AS TO FORM
28 AND LEGALITY

29 
J. Timothy McCaulay, City Attorney

REF. NO.:	0225
DEPT:	OFFICE SERVICES
DATE:	04/04/91
ITEM/SERVICE:	#7 WINDOW ENVELOPES
PURCHASING INFORMATION	
ADVERTISED BID:	NO
DATES ADVERTISED:	
OPENING DATE:	
WRITTEN QUOTE:	YES
DUE DATE:	04/04/91
VERBAL QUOTE:	NO
SINGLE SOURCE:	NO
NO. OF VENDORS NOTIFIED:	9
NO. OF VENDORS RECEIVING BID:	9
NO. OF VENDORS RETURNING BID:	7
NO. OF VENDORS DISQUALIFIED:	0
NO. OF VENDORS NOT RESPONDING:	2
DATE SENT TO DEPT FOR RECOMM:	04/04/91
DATE RECOMMENDATION REC'D IN PURCH	04/04/91
COUNCIL INFORMATION	
DATE INFO SENT TO LAW DEPT:	04/04/91
INTRODUCTION DATE:	04/09/91
DISCUSSION DATE:	04/16/91
PASSAGE DATE:	04/23/91
ORDINANCE NO:	
AMOUNT APPROVED AND/OR SPENT LAST YEAR:	

REFERENCE NO. 0225

\$7 3/4 PRINTED WINDOW ENVELOPES

OFFICE SERVICES

DESCRIPTION	QTY	REYNOLDS & REYNOLDS	SUPERIOR BUS FORMS	WESTVACO ENVELOPE	WOLF ENVELOPE	HERRERO PRINTING	ILLINOIS ENVELOPE	KORTE PAPER
ENVELOPES	900	\$13.49 \$12,141.00	\$16.45 \$14,805.00	\$11.72 \$10,548.00	\$14.12 \$12,708.00	\$12.90 \$11,610.00	\$12.43 \$11,187.00	\$12.13 \$10,917.00

MAR 29 1991

City of Fort Wayne 427-1100

DEPARTMENT OF PURCHASES
 NUMBER ONE EAST MAIN STREET ROOM 350
 FORT WAYNE, IN 46802
 FAX 219-427-1393

PLEASE INDICATE THIS NUMBER
ON ALL CORRESPONDENCEQUOTE
NO.

0225

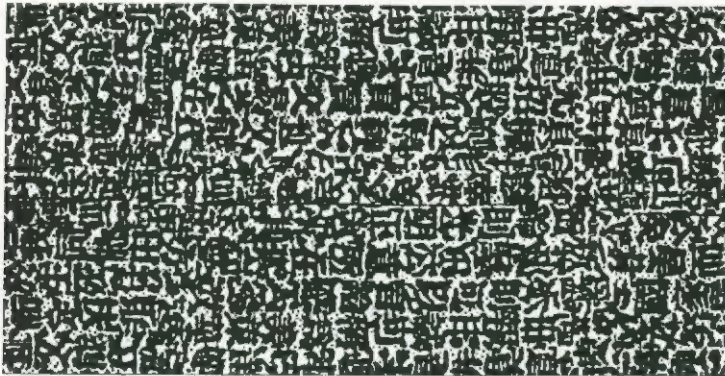
DATE OF REQUEST

03/28/91

☐ Quotations☒ Sealed
BidsWILL BE RECEIVED AT
THIS OFFICE UNTIL

04/04/91 - 4:00 P.M.

PAGE



TO

KORTE PAPER
 P O BOX 11307
 FORT WAYNE IN 46857

The Contractor and his sub-contractors, if any, shall not discriminate against any employee or applicant for employment, to be employed in the performance of this contract, with respect to his hire, tenure, conditions or privileges of employment or any matter directly or indirectly related to employment, because of his race, color, religion, national origin or ancestry. Breach of this covenant may be regarded as a material breach of the contract.

REQUEST FOR QUOTATION THIS IS NOT AN ORDER

PLEASE QUOTE BELOW LOWEST PRICES, WHICH **MUST** INCLUDE ALL DELIVERY CHARGES (INCLUDING FREIGHT, PARCEL POST AND EXPRESS) UNLESS OTHERWISE SPECIFIED, FOR PURCHASING MERCHANDISE OR SERVICE DESCRIBED BELOW.

QUOTATIONS WILL BE OPENED IN ACCORDANCE TO RULES AND REGULATIONS ON THE REVERSE SIDE OF THIS SHEET. RESPECTFULLY,

Phillip L. G. M.

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
900	M	#7 3/4 PRINTED WINDOW ENVELOPES AS PER ATTACHED SPECIFICATIONS.		
		One delivery	10.18	\$9,162.00
		Two deliveries of 450,000 each	10.98	9,882.00
		Four deliveries of 225,000 each	12.13	10,917.00
		PRICES TO BE HELD FIRM FOR 1 YEAR AFTER AWARD DATE		
		FOR INFORMATION CONTACT DEE DENSEL AT: (219) 427-1298.		
		THIS IS A SEALED QUOTATION - ENVELOPES WILL NOT BE OPENED UNTIL THE DATE AND TIME STATED ABOVE. WE WILL NOT ACCEPT ANY LATE OR FAXED QUOTATIONS.		
		ALWAYS RETURN THIS COPY OF THE QUOTATION TO THE CITY PURCHASING DEPARTMENT WHETHER OR NOT YOU ACCEPT/DECLINE TO QUOTE.		
		TOTAL PRICE <i>see above alternates</i> DELIVERY <i>PPD</i> F.O.B. <i>FT. WAYNE</i>		

THIS IS ONLY AN INVITATION TO QUOTE AND NOT AN ORDER. THE ABOVE QUOTES ARE SUBMITTED IN ACCORDANCE WITH THE REGULATIONS ON THE REVERSE SIDE OF THIS SHEET.

SIGNATURE OF BIDDER:

Mildred V. Roese

DATE:

4/4/91

VENDOR 4

Read the first time in full and on motion by Burns
seconded by Quinta, and duly adopted, read the second time
title and referred to the Committee on City of Fort Wayne (and the
City Plan Commission for recommendation) and Public Hearing to be held aft
due legal notice, at the Council Conference Room 128, City-County Building
Fort Wayne, Indiana, on _____, the
of _____, 19____, at _____ o'clock _____ M., E.S.

DATED: 4-9-91

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Read the third time in full and on motion by Burns
seconded by Quinta, and duly adopted, placed on its
passage. PASSED ~~by~~ by the following vote:

	AYES	NAYS	ABSTAINED	ABSENT
TOTAL VOTES	<u>7</u>			<u>2</u>
BRADBURY	<u>✓</u>			
BURNS	<u>✓</u>			
EDMONDS				
GIAQUINTA				<u>✓</u>
HENRY	<u>✓</u>			
LONG	<u>✓</u>			
REDD	<u>✓</u>			
SCHMIDT	<u>✓</u>			
TALARICO	<u>✓</u>			

DATED: 4-22-91

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne,
Indiana, as (ANNEXATION) (APPROPRIATION) (GENERAL)
(SPECIAL) (ZONING MAP) ORDINANCE RESOLUTION NO. S-107-91
on the 22nd day of April, 1991.

Sandra E. Kennedy ATTEST
SANDRA E. KENNEDY, CITY CLERK

SEAL
Samuel J. Talarico
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on
the 24th day of April, 1991
at the hour of 11:20 o'clock P. M., E.S.T.

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Approved and signed by me this 26th day of April
1991, at the hour of 2:15 o'clock P. M., E.S.T.

PAUL HELMKE
PAUL HELMKE, MAYOR

DIGEST SHEET

TITLE OF ORDINANCE: Special

DEPARTMENT REQUESTING ORDINANCE: Purchasing

SYNOPSIS OF ORDINANCE: An ordinance approving the award of Reference No. 0225 for #7 3/4 printed window envelopes for the Office Services Department.

IF NOT LOWEST, WHO WAS AND WHY WERE THEY NOT AWARDED: Lowest bidder bid wrong style envelope.

EFFECT OF PASSAGE: Window envelope for mailing of water bills.

EFFECT OF NON-PASSAGE: Can not mail water bills.

MONIES INVOLVED: Korte Paper \$10917.00+/-

ACCOUNT INFO: Office Services 701-950-A154-4212

PRICE AGREEMENT: YES

PURCHASE ORDER: NO

SOURCE OF FUNDING: Office Services Department

PRIOR APPROVAL:
(IF APPLICABLE)

No

DATE:

51-04-19

BILL NO. S-91-04-19

REPORT OF THE COMMITTEE ON CITY UTILITIES

PAUL M. BURNS, CHAIRMAN
CHARLES B. REDD, VICE CHAIRMAN
EDMONDS, LONG, SCHMIDT

WE, YOUR COMMITTEE ON CITY UTILITIES TO WHOM WAS

REFERRED AN (ORDINANCE) (~~RESOLUTION~~) approving the awarding
of Reference #0225 by the City of Fort Wayne, Indiana, by and
through its Department of Purchasing and KORTE PAPER for the
Office Services Department

HAVE HAD SAID (ORDINANCE) (~~RESOLUTION~~) UNDER CONSIDERATION
AND BEG LEAVE TO REPORT BACK TO THE COMMON COUNCIL THAT SAID
(ORDINANCE) (~~RESOLUTION~~)

DO PASS

DO NOT PASS

ABSTAIN

NO REC

[Signature]
[Signature]
[Signature]
Clatus R Edmond

DATED: 4-23-91.

Sandra E. Kennedy
City Clerk